

### **Small Project Procedures**

Public Hearing(s): 4-12-06, 2-25-15

Amended: 10-11-06, 1-24-07, 2-25-15

Effective: 3-2-15

#### 4.4 Procedures governing small projects.

##### 4.4.1 These procedures shall apply to projects within the 100' Buffer Zone.

##### 4.4.2 Small projects include.

- A. Open slotted decks, without roofs, equal to or less than 300 square feet surface area, inclusive of stairs and ramps, which are to be attached to an existing home, where soil disruption during construction is limited to less than 50 square feet, and where no permanent soil alterations are planned under the footprint of the deck.
- B. In kind replacement of existing decks, regardless of size.
- C. Sheds or other outbuildings of less than 100 square feet, which are to be placed on footings, not permanent foundations.
- D. Sewer system connections as required by the Town of North Andover and repair of existing sewer lines within paved or unpaved roadways/driveways.
- E. Unpaved pedestrian walkways for private use or for public access on conservation property. Walkways not to exceed four (4) feet wide.
- F. Patios less than 300 square feet, not requiring excavation or grading
- G. Pruning of existing vegetation, planting of new native vegetation and gardening.
- H. Fences and stone walls which do not alter the flow of surface waters nor alter wildlife habitat or movement (does not include retaining walls).
- I. Conversion of non-permeable surfaces to permeable vegetated surfaces.
- J. In-kind replacement of existing basement bulkheads.
- K. Installation of a ramp for compliance with accessibility requirements.
- L. Other similar projects of minimal impact, as determined by the North Andover Conservation Commission

##### 4.4.3 Said projects shall be subject to the following criteria.

- A. A \$25 filing fee shall be required.
- B. No requirement shall be made for certified and/or professionally prepared plans, or wetland delineations. However, the North Andover Conservation Commission shall have the final authority on wetland delineation. If the wetland delineation cannot be agreed upon, the applicant may be required to hire a professional to delineate said wetlands, or shall file a Request for Determination and/or Notice of Intent as required under the Bylaw.
- C. No public hearing or public meeting shall be required.
- D. No bonding shall be required.

- E. All existing structures/impervious areas to be repaired or replaced must be lawfully located and/or previously approved.
- F. Projects proposed under this section of the Regulations shall not be eligible for any waivers provided for under any other section of the Bylaw or Regulations including waivers of the 25-foot No-Disturbance Zone or 50-foot No-Build Zone.

#### 4.4.4 Procedures

- A. The applicant shall submit to the Conservation Commission a written scope of the proposed work, including a scale drawing. The applicant shall delineate the wetland resource areas both on the drawing and in the field.
- B. A pre construction/pre approval meeting shall be held on site, between the applicant and a representative of the Conservation Commission.
- C. The Conservation Commission representative shall review the submission and prepare a written list of conditions necessary to protect any adjacent wetlands. This list shall be voted on by the Conservation Commission, and presented to the applicant within four weeks of the applicant's submission date.
- D. The Conservation Commission shall determine whether the proposed project qualifies as a small project and shall approve or modify the written list of conditions prepared by its representative.
- E. The condition list shall be presented to the applicant within four (4) weeks of the applicant's submission date.
- F. Upon written acceptance of the condition list, the applicant may begin work.
- G. Should the applicant NOT accept the condition list, a normal filing under the Bylaw shall be required.

#### 4.4.5 Following is a list of conditions that may be imposed by the Conservation Commission.

- A. Erosion control measures.
- B. Proper dewatering measures.
- C. Restrictions on vegetation species to be planted.
- D. Restrictions on materials which may be hazardous (some PT lumber).
- E. Restrictions on building season.
- F. Pre- and post-construction inspections.
- G. Other conditions deemed necessary by the Conservation Commission to protect adjacent wetland resource areas.